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7 JUN 1977

MEMORANDUM FOR THE RECORD

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FROM: [REDACTED]
Secretary

SUBJECT: Minutes of the 26 May 1977 OTR Staff Meeting (U)

1. (U) The 26 May 1977 OTR Staff Meeting convened at 1300 and adjourned at 1500.

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3. (U/AIUO) [REDACTED] discussed the results of a recent survey of the readership of the DDA Exchange. He reported the three major results of this survey. First, there was considerable sentiment for a question-and-answer section, with questions supplied by the readers and answers by a high-level DDA official. Second was the question of who actually reads the Exchange. There was some evidence that people in the lower grades were not receiving copies. There was also some feeling that people in the lower grades did not think it appropriate to read the Exchange during duty hours. Finally, all DDA Offices were requested to review the number of copies they received and their distribution. [REDACTED] distributed copies of the OTR distribution list and asked the Unit Chiefs to give him any comments or changes by 1 June.

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4. (U/AIUO) The DTR discussed accountability of OTR training. He noted the reactions of the DCI to the reclama on the decision to cease sending students to the Armed

2. IMPROVED BY 211121

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Forces Staff College. He also stated that the DDA, at the MBO session, had asked how OTR was coming along in evaluating management training. Chief, FTD, described the work which [REDACTED] has been doing in this area. The DDTR suggested that a shorter questionnaire be sent to supervisors three months after an employee has complete a management course; this is particularly important in view of the pressure for a report on progress which could come from the House Appropriations Committee. The DTR stated that accountability applies to all OTR courses, noting that we are in pretty good shape in the operations training field. [REDACTED] discussed the results of his survey of student responses on positive indicators. Chief, FTD, noted that there is a distinction between validity and accountability and both are important. The DTR stated that both subjects should be discussed at some length at the forthcoming Unit Chiefs' Conference. The DDTR suggested that course schedules should reflect all work which is done in connection with a course--pre-course work, class projects including preparation time, and the like. In connection with this, the question was raised as to the applicability of provisions of the Fair Labor Standards Act to overtime put in during or prior to a course. The Secretary was tasked to determine the legal implications of this.

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5. (U/AIUO) The members discussed the list of OTR pending actions. They briefly noted several specific items. The DTR then went on to state that there are still problems in getting OTR employees to work on time and ensuring that they work a full eight hours. He asked the Unit Chiefs to discuss this problem at their staff meetings. He reported on significant items from the DDA morning meeting and the members recounted the day's events.

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OTR STAFF MEETING

Thursday, 26 May 1977, 1300 Hours

AGENDA

STATINTL

1.



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2. The DDA Exchange



3. Accountability for OTR Training

Mr. Fitzwater

4. OTR Pending Actions

5. The Day's Events